

Massachusetts Conservation Mapping Assistance Partnership Program

A Partnership Program to Provide an ArcView GIS Software, Data, and Training From Environmental Systems Research Institute (ESRI) to Conservation Nonprofit Organizations and Conservation Commissions

Application Form

The Massachusetts Conservation Mapping Assistance Partnership Program (MACMAPP) is a newly established program created to assist conservation organizations, including conservation commissions, in building GIS capacity. This program, sponsored by Environmental Systems Research Institute (ESRI) and the Executive Office of Environmental Affairs, offers a bundle consisting of an ArcView9 GIS software license with two years of maintenance, technical support as well as hardcopy and online training materials at a significant discount.

If the MACMAPP program narrative is not attached to this application, you can request it from Dominique Pahlavan, whose contact information is given below, or get it on-line at www.mass.gov/mgis/MACMAPP.htm. It contains information about the program background, eligibility, benefits, requirements, application evaluation, assessment process, and partnerships. Please review that document to fully understand the benefits and requirements of this program.

Information contained in this application will be reviewed and verified by MassGIS and ESRI prior to acceptance into the program. If you have questions about the application or MACMAPP, contact Dominique Pahlavan at 617-626-1184 or email dominique.pahlavan@state.ma.us. Applicants should read and understand the terms and conditions outlined in this application before sending it in with necessary signatures to:

Dominique Pahlavan
MassGIS
251 Causeway Street, Suite 500
Boston, MA 02114

Please note that a street address (i.e., an address other than a post office box) is required for shipping purposes. A phone number and the signature of either the conservation commission chairperson or the executive director of the conservation organization are also required.

Date:

**Applicant
Organization**

Name:
Street Address: (no P.O. Box)
City: State: Zip Code:
Mailing Address (if different from the street address)
Address:
City: State: Zip Code:
Organization/Department Phone Number:
Organization/Dept. Fax Number:
Web Site URL:

**Primary
Contact
Information**

Name:
Title or position:
Phone number (if different from above):
Email Address:
Will attend MassGIS Open Space / metadata training? (Y/N):

**Secondary
Contact
Information**

Name:
Title or position:
Email Address:
Phone number (if different from above):
Will attend MassGIS Open Space / metadata training? (Y/N):

Please consider our application to the MACMAPP. We have read, understand and agree to the terms and conditions outlined in the MACMAPP Application.

Nonprofit Executive Director or Conservation Commission Chair

Name (Print):_____

Title:_____

Email Address:_____

Date:_____

Signature:_____

MACMAPP Terms and Conditions

1. The applicant is either a 501(c)(3) nonprofit organization, as evidenced by a letter of determination from the Internal Revenue Service, or an official municipal Conservation Commission.
2. The application must meet the minimum eligibility criteria as outlined in the application documents in order to be approved by the MassGIS Office and the Environmental Systems Research Institute. If the application is not approved, the MassGIS office will contact the applicant with the reason(s) for the denial of the application and provide instructions on how to re-apply if eligible.
3. The Executive Director or CEO equivalent of the nonprofit conservation organization or the Chair of the Conservation Commission must sign the application and agree to the terms and conditions outlined in this application.
4. After eligibility is determined, the recipient organization will be contacted by MassGIS to set up the application review. All organization staff or commission members using ArcView9 must make themselves available for this application review. An interim assessment is required and will be scheduled one year from the initial date of entrance into the program. A final assessment will be scheduled at two years.
5. The ArcView9 software must be loaded on to a computer owned or controlled by the recipient organization. This computer must be powerful enough to run ArcView9. Minimum requirements are an Intel PC, Windows 2000 or Windows XP, 512 MB RAM and 1GHz processor, more RAM and faster CPU are recommended.
6. The ArcView9 software use is restricted to staff, interns, volunteers or others working directly on behalf of the recipient organization to further that organization's conservation goals and requirements of this program.
7. A minimum of one member of the recipient organization must attend the ArcView9 and ArcCatalog metadata training workshops. (It is recommended that ALL persons working with GIS have ArcView9 training and ArcCatalog metadata training.)
8. Broadly recognized industry standards for spatial data accuracy and attribution must be used for data creation and developments. Recipients must adhere to MassGIS data standards (www.mass.gov/mgis) for creating and editing Open Space and other GIS data.
9. Nonprofit organizations are required to use GIS in a manner that supports their mission and to create products related to conservation or recreation land use that improve or add value to the GIS data resources of the Commonwealth. Conservation commissions are required to produce an Open Space inventory in GIS

form or to work with the town in producing an Open Space Plan per Division of Conservation Services guidelines.

10. Organizations must participate in the Open Space mapping initiative and share all GIS data with MassGIS.
11. GIS data and other project deliverables agreed upon in the application review must be submitted to MassGIS at the one year and two year assessments to remain in the MACMAPP program. Deliverables include GIS data (in an ArcView9 Personal Geodatabase format), metadata files, and project summaries. Deliverables will be made available to the public by MassGIS.
12. Organizations that have not made a good faith effort to develop the GIS data and other project deliverables agreed upon in the application review at the one year assessment will be discontinued from the partnership program and will not be eligible for the second year of maintenance.
13. Recipients must demonstrate participation in partnerships with appropriate government agencies and commissions, and nonprofit organizations for the purposes of data/metadata development and sharing, integration of standards, development of a user network, dissemination of information, funding, and any other beneficial purpose.
14. This agreement becomes effective immediately upon the registration/keycoding of the ArcView9 software by ESRI.